How to setup your NCID:

Before you can access the Sandbox or Production System, you must set up your NCID:

1 **Click the URL to access the NCID system:** https://ncid.nc.gov/

2 **Log in with your Username and Temp Password.**

Note: Do not enter your full email address, just your username

3 **You will then be prompted to set up Security Questions. Choose 5 security questions, enter your answers and click 'Save Answers'**

4 **Now, create a new password. Make sure to follow the password guidelines provided.**

5 **You may now login to the CCTO Tool:**

Sandbox: https://dhhs-covid19-arias-uat.crm9.dynamics.com/
Production: https://dhhs-covid19-arias-prod.crm9.dynamics.com/apps/arias

To login you need to ensure you are using your NCID@nc.gov

Remember, if you have not completed the NCID setup, you will not be able to login.

Thank you! We are excited for you to join our team.

NCID Tips

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NCID Login

Forgot Username
Forgot Password
Unlock Account

Need Help?   Register!

Privacy and Other Policies   Contact Us

WARNING: This is a government computer system, which may be accessed and used only for authorized business by authorized personnel. Unauthorized access or use of this computer system may subject violators to criminal, civil and/or administrative action.
NCC742

3 Setup Security Questions
Self Service Password Reset

If you forget your password or lock your account, you can access your account by answering your security questions.

Please choose your questions and answers that can be used to verify your identity in case you forget your password or lock your account. Because the answers to these questions can be used to access your account, be sure to supply answers that are not easy for others to guess or discover.

Please type your security answers

— Please select a question item from the list —

— Please select a question item from the list —

— Please select a question item from the list —

— Please select a question item from the list —

— Please select a question item from the list —

Save Answers

4 Your password has expired. You must set a new password now.

Please change your password. Keep your new password secure. After you type your new password, click the Change Password button. Your new password must meet the following requirements:

- Password is case sensitive.
- Must be at least 8 characters long.
- Must not include part of your name or user name.
- Must not include a common word or commonly used sequence of characters.
- Can be changed no more often then once every 3 days.
- Must have at least 4 of the 5 character types below:
  - Uppercase (A-Z)
  - Lowercase (a-z)
  - Number (0-9)
  - Symbol (!, #, $, etc.)
  - Other language characters not listed above
- New password may not have been used previously.

Please type your new password

New Password

Confirm Password

Change Password

5 State of North Carolina Authentication Site

Sign in with your organizational account

jsmith1@nc.gov
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Sign in

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